HUAWEI MediaPad

User Guide

EMUI 3.0

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1 About this document

Thank you for choosing the HUAWEI MediaPad.

This document is intended for HUAWEI MediaPad that runs EMUI 3.0.

Figures in this document are screenshots taken under the Bloom theme. Switch to the Bloom theme to better understand this guide. For details, see Changing the theme.

- Not all models support calling, SMS, and other mobile network related functions.
- Certain functions may vary with models and regions.

2 Getting started

Locking and unlocking the screen

- **Locking the screen**: If your HUAWEI MediaPad has been idle for a specified period of time, the screen locks itself automatically. You can also press the power button to lock the screen.

On the home screen, touch **Setting** > **Display** > **Sleep** and choose a time.

- **Unlocking the screen**: Press the power button to turn on the screen. Slide your finger toward any direction to unlock the screen.

Notification and status icons

The notification and status bars may display the following icons to inform you of your HUAWEI MediaPad's status.

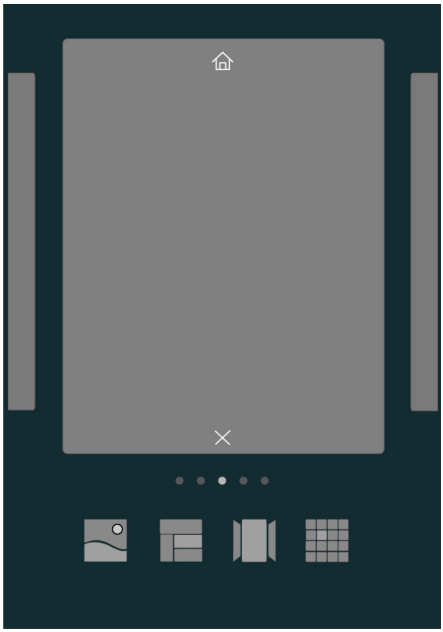
	Airplane mode		Bluetooth on
	GPS in use		Charging
	Battery full		Battery extremely low
	New email	/	Wi-Fi hotspot on
	SIM card not inserted		Preparing the microSD card
	Upcoming event		Alarms enabled
	Uploading or sending files		Downloading or receiving files
	Memory full		System exception
	Synchronizing data		Synchronization failed
	Connected to a VPN		USB tethering on
	Wi-Fi networks available		Connected to a Wi-Fi network
	USB debugging on		Headset connected

Common keys

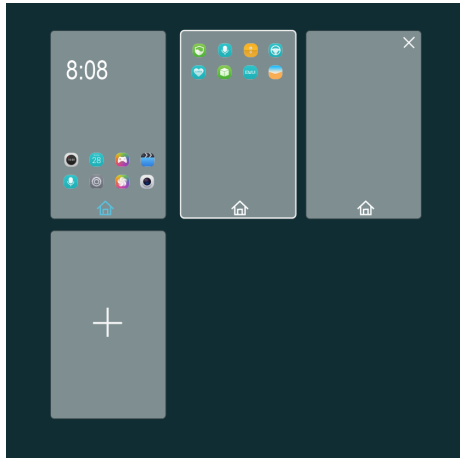
	More		Share
	Completed		Add
	Search		Delete data
	Refresh		Save
	Favorites		Call

Home screen operations

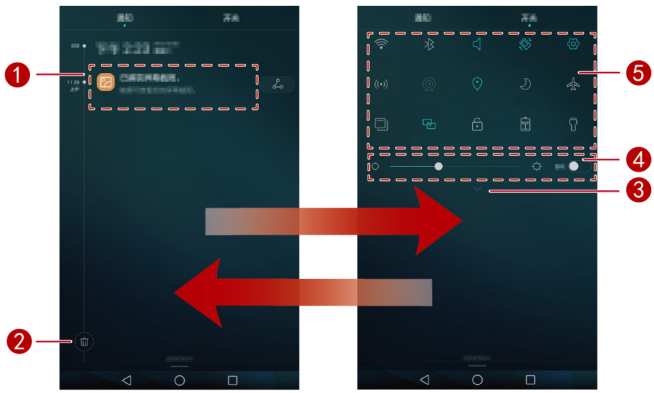
- To open an application: On the home screen, touch the application.
- To switch between the home screen and its extensions: On the home screen, flick your finger left or right.
- Personalizing the home screen: Touch and hold a blank area on the home screen or pinch two fingers together to set the wallpaper, widgets, and more.



- On the home screen, pinch three fingers together to display the home screen thumbnails, where you will be able to manage your home screens. For details, see Managing home screens



- Opening the notification and shortcut panels: Slide down from the status bar to open the notification panel. Flick left or right to switch between the notifications and shortcuts tabs.



1	Touch a notification to view its details and flick left or right across a notification to dismiss it.
2	Touch to delete all notifications.
3	Touch to display all of the shortcut switches. You can then touch to customize the list.
4	Drag the slider to adjust the screen brightness. You can also enable or disable automatic brightness. (Applicable to selected models)
5	Touch the shortcut switches on the notification panel to turn on or off the functions. Touch and hold a switch to enter the settings screen of the corresponding function.

3 Text input

Your HUAWEI MediaPad comes with multiple input methods. You can quickly enter text using the onscreen keyboard.

- Touch a text input field to bring up the onscreen keyboard.
- When you are done, touch to hide the onscreen keyboard.

Editing Text

You can copy, cut, and paste text.

- **Select text**: Touch and hold the text field until and appear. Drag and to select the text you want to edit, or touch **Select all** to select all text.
- **Copy text**: After selecting text, touch **Copy**.
- **Cut text**: After selecting text, touch **Cut**.
- **Paste text**: Touch where you want to insert the text (to move the insertion point, drag) and touch **Paste** to paste the text you copied or cut.

Selecting an input method

The HUAWEI MediaPad provides multiple ways to text input. You can select the input method you like.

1. On the text editing screen, touch a text field to bring up the onscreen keyboard.
2. Flick down from the notification bar to display the notification panel.
3. On the notification panel, touch **Choose input method**.
4. On the displayed option menu, select the desired input method.

4 Network connection

Connecting to a Wi-Fi network

When both a Wi-Fi network and a mobile network are available simultaneously, the HUAWEI MediaPad connects to the Wi-Fi network by default. If the Wi-Fi network disconnects, the HUAWEI MediaPad then automatically connects to the mobile network.

1. On the home screen, touch **Settings** > **Wi-Fi**.
2. Toggle the switch of **Wi-Fi** to to turn on Wi-Fi. Your HUAWEI MediaPad then scans for available Wi-Fi networks.
3. Select the desired Wi-Fi network and follow the onscreen instructions.

To connect to a Wi-Fi network that has a hidden SSID, touch **Add network** under the Wi-Fi network list, and then follow the onscreen instructions to enter the required information and connect to that network.

Your HUAWEI MediaPad consumes more power when Wi-Fi is turned on. To save battery power, turn off Wi-Fi when it is not in use.

Connecting to a Wi-Fi network using WPS

If the wireless router being used supports the Wi-Fi protected setup (WPS) function, you can quickly connect to a Wi-Fi network using WPS.

1. On the home screen, touch **Settings** > **Wi-Fi**.
2. Toggle the switch of **Wi-Fi** to to turn on Wi-Fi.
3. Touch **Advanced settings** > **WPS connection** or **WPS PIN connection**, and follow the onscreen instructions for operations to perform on the wireless router.

Turning on your mobile data connection (Applicable to selected models)

Using mobile data services may incur data usage charges. For details, contact your service provider.

1. On the home screen, touch **Setting**.
2. Touch **More** > **Mobile network** under **Wireless & networks**.
3. Touch the key next to **Data enabled** or drag the key to to enable the data service.

5 Network sharing

You can use various methods to share your HUAWEI MediaPad's data connection with other wireless devices.

Sharing your data connection using a Wi-Fi hotspot (Applicable to selected models)

By setting up your HUAWEI MediaPad as a Wi-Fi hotspot, you can share your mobile network with other devices.

Before sharing your data connection, turn on mobile data on your HUAWEI MediaPad. For details, see Turning on your mobile data connection (Applicable to selected models).

When other devices access the Internet using your HUAWEI MediaPad's data connection, the data usage of your HUAWEI MediaPad will be consumed.

1. On the home screen, touch **Setting**.
2. Under **Wireless & networks**, touch **More** > **Tethering & portable hotspot**.
3. Touch **Portable Wi-Fi hotspot**.
4. Toggle the switch to to turn on your Wi-Fi hotspot.
5. Touch **Configure Wi-Fi hotspot** and follow the onscreen instructions to set the required information, such as your Wi-Fi network name and password.

Once the Wi-Fi hotspot settings are complete, other Wi-Fi enabled devices can search for and connect to the Wi-Fi hotspot provided by your HUAWEI MediaPad.

Sharing your data connection through USB tethering

You can share your HUAWEI MediaPad's network with a computer using a single USB cable.

1. Connect your HUAWEI MediaPad to a computer using the USB cable provided with the HUAWEI MediaPad.
2. On the home screen, touch **Setting**.
3. Under **Wireless & networks**, touch **More** > **Tethering & portable hotspot**.
4. Touch **USB tethering** to share your mobile data connection.

After the connection is set up, you can access the Internet from the computer.

When using the USB tethering function, you cannot simultaneously use your HUAWEI MediaPad as a USB storage device.

6 Contacts

Creating a contact

1. On the home screen, touch **Contacts** to display your contacts list.
2. Touch +.

If you are creating contacts for the first time, your HUAWEI MediaPad prompts you to select a storage location. When you create contacts next time, the new contacts are stored in the same storage location by default. In addition, the storage location is displayed on the new contacts screen, and you can touch the storage location to select a new one.

3. Enter the related information, such as the contact's name, phone number, and email address.
4. Touch **Add another field** to add more information.
5. Touch ✓.

Synchronizing contacts

You can synchronize the contacts stored in your Gmail and Exchange accounts to your HUAWEI MediaPad and vice versa.

1. On the home screen, touch **Settings**.
2. Under **Accounts**, touch the type of account you want to synchronize.
3. Touch the account you want to synchronize.
4. Select the **Sync contacts** check box.

If the account you want to synchronize has not been added to your HUAWEI MediaPad, touch **Add account** and follow the onscreen instructions to add the account. When it is added, your HUAWEI MediaPad automatically synchronizes with it.

Importing contacts

You can import contacts from a micro-SIM or microSD card to your HUAWEI MediaPad, or use Wi-Fi Direct to import the contacts from other devices to your HUAWEI MediaPad.

1. On the home screen, touch **Contacts** to display your contacts list.
2. Touch ☰ > **Import/Export**.
3. Select an import method and follow the onscreen instructions.

Backing up contacts

You can back up your contacts to a microSD card in case your contacts are accidentally deleted or lost.

1. On the home screen, touch **Contacts** to display your contacts list.
2. Touch ☰ > **Import/Export**.
3. Touch **Export to storage**.

Sharing contacts

You can share contacts in your HUAWEI MediaPad with your friends using email, Bluetooth, and more.

1. On the home screen, touch **Contacts**.
2. From the contacts list, you can:
- Touch the contact you want to share, and then touch ⋔.
- Touch ☰ > **Import/Export** > **Share contacts**, select the contacts you want to share, and touch ⋔.
3. In the displayed dialog box, choose a sharing mode and follow the onscreen instructions to share the contacts.

7 Calls (Applicable to selected models)

Making an emergency call

In the event of an emergency, you can make emergency calls without a SIM card. However, you must still be within the coverage area.

1. On the home screen, touch **Dialer**.
2. Enter a local emergency number and touch .

Emergency calls are subject to the quality of the cellular network, use environment, service provider policies, and local laws and regulations. Never rely solely on your HUAWEI MediaPad for critical communications when emergencies occur.

Making a conference call

Making conference calls with your friends, family, and co-workers is easy with your HUAWEI MediaPad.

Before you make a conference call, be sure you have subscribed to the conference call service. For details, contact your service provider.

1. Call the first participant.
2. When the call is connected, touch > and call the second participant. The call with the first participant is put on hold.
3. When the second call is connected, touch to start a conference call.
4. To add more participants, repeat steps 2 and 3.

When the call is complete, touch to end it.

Adding an unknown number to your contacts

1. On the home screen, touch **Dialer**.
2. From the call log, touch next to the unknown number.
3. Touch or .

You can also touch and hold the number you want to add, and then touch **Create new contact** or **Save to existing contact**.

Clearing call logs

To delete a single call log entry: On the **Dialer** screen, touch and hold the call log entry. On the displayed option menu, touch **Delete entry**.

To delete all or multiple call log entries: On the **Dialer** screen, touch > **Delete call log**.

- Select the check box and touch to delete all call log entries.
- Select one or more call logs and touch to delete them.

8 Messaging (Applicable to selected models)

Searching for a message

If you are having trouble finding a specific message in a pile of messages, this function can come to your rescue.

1. On the home screen, touch **Messaging**.
2. Touch ☰ > **Search**.
3. Enter a keyword in the search box.
4. In the results list, select the desired message to open it.

Customizing message settings

To customize text and multimedia message settings, message notification tones, and more, from the message list, touch ☰ > **Settings**.

9 Managing applications

Installing an application

When you install an application, the "**Install blocked**" message may be displayed. Read the message carefully. If you want to continue with the installation, follow the onscreen instructions.

You can obtain and install an application using any of the following methods:

- Download it from an online app store or by using a browser. After the application is downloaded, follow the onscreen instructions to install it.

  Some third-party applications may not be compatible with your HUAWEI MediaPad. They may not run properly and your HUAWEI MediaPad may shut down. It is recommended that you download applications from trusted sources only.
- Connect your HUAWEI MediaPad to a computer. Then use the HiSuite or third-party software to download the application. After the application is downloaded, follow the onscreen instructions to install it.
- Use Bluetooth or Wi-Fi Direct to send the application on another device, such as a phone or tablet, to your HUAWEI MediaPad. After the transmission is complete, touch the application to install it.
- Download the application from a computer. Then copy the application to your HUAWEI MediaPad. Once copied, touch **Files** on your HUAWEI MediaPad's home screen. Touch **Applications** > **Apps** under **Categories**, select the application and then follow the onscreen instructions to complete the installation.

Uninstalling an application

On the home screen, touch and hold the application you want to uninstall, and drag it to .

Some pre-installed applications cannot be uninstalled.

10 Multimedia

Taking a panoramic photo (Applicable to selected models)

Your HUAWEI MediaPad enables you to easily take panoramic photos without a wide-angle lens.

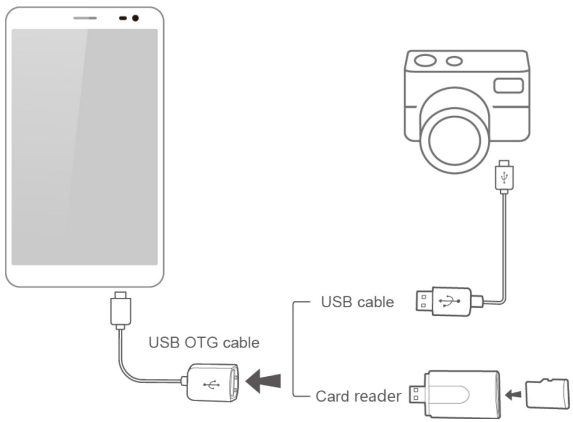
1. On the home screen, touch **Camera**.
2. Touch > **Panorama** to switch to panorama mode.
3. Touch to start shooting.
4. Follow the onscreen instructions and move your device slowly in one direction.
5. Touch to stop shooting. The camera automatically merges all the photos captured to create one panoramic photo.

Importing photos (Applicable to selected models)

You can import photos from a camera or other storage device (such as a USB flash drive or phone) to your HUAWEI MediaPad using only a USB OTG cable.

To purchase a USB OTG cable, please contact an Huawei authorized supplier or your device vendor.

Use a USB OTG cable to connect a camera and your HUAWEI MediaPad.



1. On your HUAWEI MediaPad's home screen, touch **Files** > **Local** > **USB**.

2. Touch or ,select the photos or folders you want to import into your HUAWEI MediaPad.
3. Touch **Copy** or **Cut**.
4. Choose where you want to save the files and touch **Paste**.

Viewing photos or videos

Gallery enables you to conveniently view photos and videos. It automatically searches and organizes photos and videos stored on your HUAWEI MediaPad's internal storage and the microSD card for your easy reference.

1. On the home screen, touch **Gallery** to open Gallery.
2. Touch a photo or video to view it in full screen mode. Flick your finger left or right across the screen to view the previous or next file.

You can pinch two fingers apart or together to zoom in or out.

Sharing photos or videos

You can share photos and videos via Bluetooth or email. Take your HUAWEI MediaPad and start sharing!

1. On the home screen, touch **Gallery** to open Gallery.
2. Touch and hold the photo, video you want to share .
3. Touch and choose how you want to share the selected file, for example, using Bluetooth or Wi-Fi Direct. Then follow the onscreen instructions. For details, see File sharing.

Scanning a QR code using the camera (Applicable to selected models)

1. On the home screen, touch **Camera**.
2. Frame the QR code with the camera.
3. After the QR code is successfully scanned, touch **View details**.

Scanning a QR code using Gallery (Applicable to selected models)

1. On the home screen, touch **Gallery**.
2. Choose a QR code photo.
3. Touch the photo.
4. Touch **View details**.

11 Customized settings

Changing the theme

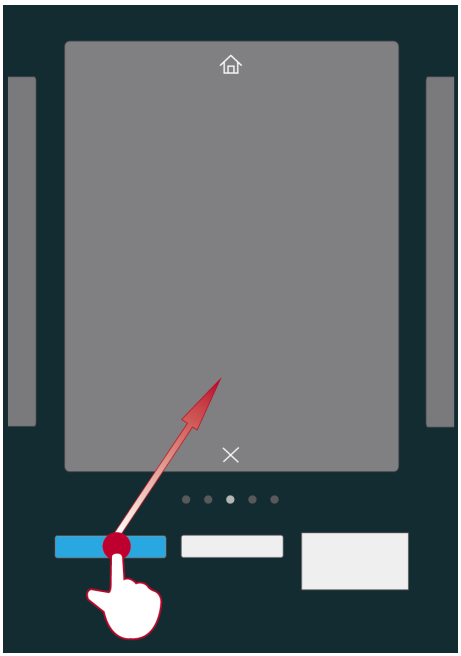
Your HUAWEI MediaPad comes with multiple themes, easily allowing your device to have a new look as often as you want.

1. On the home screen, touch **Themes**.
2. Select the desired theme. Then, touch ☑.

Adding a widget to the home screen

You can add widgets, such as the calendar and bookmarks, to the home screen.

1. On the home screen, touch and hold a blank area.
2. Touch **Widgets**.
3. Drag a widget to the home screen and release your finger.



Managing home screens

On the home screen, pinch three fingers together to display the home screen thumbnails.

- **Setting the default home screen**: Touch ⌂ at the bottom of the screen to select the current home screen as the default home screen.
- **Moving a home screen**: Touch and hold the home screen until your device vibrates, and then drag the home screens to adjust their positions.
- **Adding a home screen**: Touch + to add a home screen.
- **Deleting a home screen**: Touch × to delete a blank home screen.

Setting the ringtone

1. On the home screen, touch **Settings** > **Sound**.
2. Select the desired ringtone type.
3. Follow the onscreen instructions to select your favorite music as the ringtone.

Setting the font size

1. On the home screen, touch **Settings** > **Display**.
2. Touch **Font size**.
3. Select the desired font size.

Adjusting the screen brightness

1. On the home screen, touch **Setting** > **Display** > **Brightness**.
2. In the displayed dialog box, perform either of the following operations:

- Select the **Automatic brightness** check box to let your device automatically adjust the screen brightness based on the ambient light. (Applicable to selected models)
- Drag the slider left or right to manually adjust the screen brightness.

You can also open the notification panel and quickly adjust the screen brightness using the shortcut switch.

Setting the file safe

The file safe helps you keep your important files private and protected.

1. On the home screen, touch **Files**.
2. Under **Categories** or **Local**, touch **Safe**.
3. Touch **Enable**.
4. Follow the onscreen instructions to set up your safe password and security question, and then touch **Done**.

5. Touch **Add**.
6. Follow the onscreen instructions and select the files you want to add to the safe.
7. Touch **ADD** to add the files to the safe.

Enter the file safe, touch **Settings** > **Destroy safe**, and follow the onscreen instructions to destroy the safe. To remove any files before destroying the safe, select **Remove files**.

Setting privacy protection (Applicable to selected models)

If you have private data in your device that you wish to keep hidden from others, you can enable privacy protection and set two different passwords, one for yourself and one for guests. Content that you set as private will be hidden from people logged in with the guest password.

1. On the home screen, touch **Setting** > **Security**.
2. Touch **Privacy protection** > **Let's start**.
3. Select a password format.
4. Follow the onscreen instructions and enter your owner password and guest password.
5. Under **Set private data**, set your private contacts, albums, and applications.

To disable privacy protection, unlock your HUAWEI MediaPad using the owner password. Enter the **Privacy protection** screen, enter the owner password, and then disable **Privacy protection**. After privacy protection is disabled, your owner password will function as the screen unlock password and the guest password will become invalid.

12 File sharing

Sharing files using Wi-Fi Direct

Wi-Fi Direct is a function to connect wireless devices using a Wi-Fi network. After wireless devices are connected, they can quickly share files among them.

1. On the home screen, touch **Settings** > **Wi-Fi**.
2. Touch the key next to **Wi-Fi** or drag the key to to turn on Wi-Fi.
3. Touch . On the receiving device, turn on Wi-Fi Direct. Your HUAWEI MediaPad then automatically searches for available devices.
4. Select the device to pair it with your HUAWEI MediaPad.
5. On your HUAWEI MediaPad, touch and hold the file you want to share. On the displayed option menu, touch **Share** > **Wi-Fi Direct**.
6. On the displayed option menu, select the desired device, and lastly, touch the key on the device to receive the file.

If your HUAWEI MediaPad and the device have connected to the same Wi-Fi network and both have Wi-Fi Direct turned on, you can directly share files between them without pairing them.

Sharing files using Bluetooth

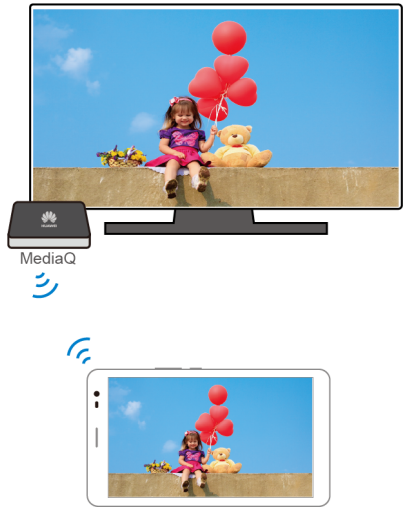
1. On the home screen, touch **Settings** > **Bluetooth**.
2. Touch the key next to **Bluetooth** or drag the key to to turn on Bluetooth.
3. Select the device to pair your HUAWEI MediaPad and the device.
4. On your HUAWEI MediaPad, touch and hold the file you want to share. On the displayed option menu, touch **Share** > **Bluetooth**.
5. On the displayed option menu, select the desired device. On the device, touch the related key to receive the file.

Multi-screen display (Applicable to selected models)

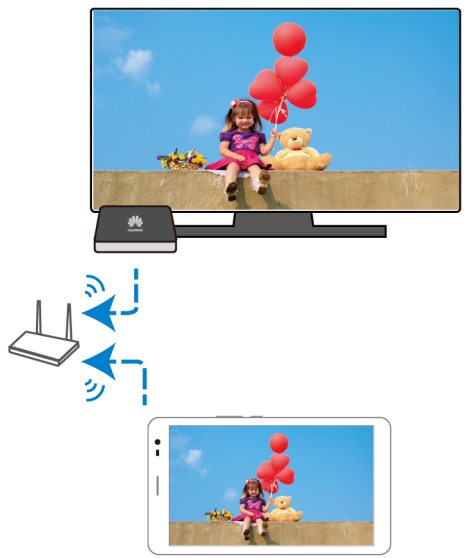
You can push photos, videos, or games on your HUAWEI MediaPad to a large screen, such as a TV, to view them more conveniently. If your TV supports HDMI and a resolution of 720p or above, you can use it with a HUAWEI MediaQ for multi-screen display.

1. Use an HDMI cable to connect the HUAWEI MediaQ to the TV.
2. Power on the HUAWEI MediaQ and TV, and switch the TV to HDMI input. The main interface of the HUAWEI MediaQ is then displayed on the TV.
3. Connect your HUAWEI MediaPad to the same Wi-Fi network as the HUAWEI MediaQ in either of the following ways:

- Connect your HUAWEI MediaPad to the Wi-Fi network set up by the HUAWEI MediaQ. You can find the Wi-Fi network name and password of the HUAWEI MediaQ in the upper left corner of the TV.



- Connect your HUAWEI MediaPad and HUAWEI MediaQ to your home Wi-Fi network.



4. On the home screen of your HUAWEI MediaPad, flick down from the status bar to open the notification panel.
5. Open your notification panel. Under Shortcuts, touch , select the receiving device, and start the multi-screen display.

For more details, see the HUAWEI MediaQ User Guide.

Copying files from a computer

Use a USB cable to connect your HUAWEI MediaPad to a computer. Follow your HUAWEI MediaPad's onscreen instructions to select a connection method. You can then transfer files between your HUAWEI MediaPad and the computer.

Connection Mode	Function	Operation
Media device (MTP)	• On the computer, view and manage the files stored on your HUAWEI MediaPad and the microSD card. • Using Windows Media Player 11 or a later version in the computer, view and manage the multimedia files stored on your HUAWEI MediaPad and the microSD card.	• Click the newly displayed drive letter on the computer. Then transfer files between your HUAWEI MediaPad and the computer. • Start Windows Media Player on the computer. Follow the onscreen instructions to transfer multimedia files between your HUAWEI MediaPad and the computer.
HiSuite	• Manage the files (such as contacts and images) on your HUAWEI MediaPad using the HiSuite software. • On the computer, view and manage the files stored on your HUAWEI MediaPad and the microSD card.	• Follow the HiSuite onscreen instructions to perform operations. • Click the newly displayed drive letter on the computer. Then transfer files between your HUAWEI MediaPad and the computer.
USB mass storage	On the computer, view and manage the files stored on the microSD card. This method is available only when your HUAWEI MediaPad has a microSD card inserted.	Click the newly displayed drive letter on the computer. Then transfer files between the microSD card and the computer.

13 Settings

Setting the screen timeout period

You can set a screen timeout period so your HUAWEI MediaPad automatically turn offs the screen to save power.

1. On the home screen, touch **Settings** > **Display** > **Sleep**.
2. Choose a timeout period.

Setting a screen lock

1. On the home screen, touch **Settings** > **Security** > **Screen lock**.
2. Select a locking method and follow the onscreen instructions.

With a screen lock set, if your HUAWEI MediaPad is idle for a specified period of time, it automatically locks its screen. You can also touch the power key to lock the screen.

Adjusting the volume

You can set the volume for the ringtone, media, alarms, and notifications.

1. On the home screen, touch **Settings** > **Sound** > **Volume**.
2. Drag the sliders left or right to adjust the volume.

You can also use the volume keys to adjust the volume of running applications.

Enabling power saving mode

1. On the home screen, touch **Setting** > **Power saving**.
2. Select a power saving mode.

Checking the memory status

Before moving a large file to your HUAWEI MediaPad's internal storage or the microSD card, check the available storage space that has left on it.

1. On the home screen, touch **Settings**.
2. Touch **Storage** to view memory information.

Setting the date and time

1. On the home screen, touch **Settings** > **Date & time**.
2. Deselect the **Automatic date & time** check box.
3. Follow the onscreen instructions to set the date and time.

If your HUAWEI MediaPad is set to automatically update the date and time, it obtains the date and time information from the network and updates them according to your time zone In this case, you cannot manually change the time zone, date, or time displayed on your HUAWEI MediaPad.

Formatting a microSD card

Back up important data before you format a microSD card.

1. On the home screen, touch **Settings**.
2. Touch **Storage** > **My SD card** > **Erase SD Card**.

Restoring factory settings

Restoring your HUAWEI MediaPad to its factory settings erases all your personal data, including information about your accounts, your system and application settings, and your installed applications. Before restoring factory settings, back up the important data on your HUAWEI MediaPad.

1. On the home screen, touch **Settings** > **Backup & reset**.
2. Touch **Factory data reset** and follow the onscreen instructions to back up data or directly restore factory settings.

Updating your HUAWEI MediaPad

- Updating your HUAWEI MediaPad may clear all the data in it. Back up important data before updating your HUAWEI MediaPad.
- If you use unauthorized software to update the system, a update failure may occur or your personal information may be leaked. Update your HUAWEI MediaPad online or by using authorized software.

1. On the home screen, touch **System Update** to view the system information.
2. Touch **Check for updates**. If a new version is available, follow the onscreen instructions to update online. You can also choose ☰ > **Local update** to update the system using a local update package.

To update using a local update package, refer to the update guide included in the package.

14 Personal Information and Data Security

The use of some functions or third-party applications on your device could result in your personal information and data being lost or becoming accessible to others. Several measures are recommended to help you protect personal and confidential information.

- Place your device in a safe area to prevent it from unauthorized use.
- Set your device screen to lock and create a password or unlock pattern to open it.
- Periodically back up personal information kept on your memory card, or stored in your device memory. If you change to a different device, be sure to move or delete any personal information on your old device.
- If you are worried about viruses when you receive messages or emails from a stranger, you can delete them without opening them.
- If you use your device to browse the Internet, avoid websites that might pose a security risk to avoid theft of your personal information.
- If you use services such as Wi-Fi or Bluetooth, set passwords for these services to prevent unauthorized access. When these services are not in use, turn them off.
- Install or upgrade device security software and regularly scan for viruses.
- Be sure to obtain third-party applications from a legitimate source. Downloaded third-party applications should be scanned for viruses.
- Install security software or patches released by Huawei or third-party application providers.
- Some applications require and transmit location information. As a result, a third-party may be able to share your location information.
- Your device may provide detection and diagnostic information to third-party application providers. Third party vendors use this information to improve their products and services.
- If you have concerns about the security of your personal information and data, please contact mobile@huawei.com.

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